(C) SECURITY INVESTIGATIONS OF INDIVIDUALS - RESERVE INDEX -- The presently constituted Communist Index will henceforth be known as the "Reserve Index."

Institute a review of the Reserve Index. In conducting his review the following minimum steps are to be taken in all instances.

1. Verify residence and employment.

2. Conduct an indices search and file review to determine whether investigation is warranted at this time or whether an interview with the individual is deemed desirable. Interviews with the individuals will be handled in accordance with current Bureau instructions set forth in Section 87D of the Manual of Instructions.

3. If additional investigation is conducted or if there is unreported information of a subversive nature contained in the files, a report must be submitted.

The re-examination of the Reserve Index may be made in equal monthly divisions for one year. Advise the Bureau quarterly of your progress.

Recognizing that some individuals included in the Reserve Index represent a greater potential threat in time of an emergency than do others, this Reserve Index is being divided into two sections, Section A and Section B. Each is discussed separately herein.

SECTION A

Section A of the Reserve Index is designed to represent a special group of individuals who should receive priority consideration with respect to investigation and/or other action following the apprehension of our Security Index subjects.

Section A of the Reserve Index should include those individuals whose subversive activities do not bring them within the Security Index criteria, but who, in a time of national emergency, are in a position to influence others against the national interest or are likely to furnish material financial aid to subversive elements due to their subversive associations and ideology. Included in Section A will be those individuals falling within the following categories:

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1. Professors, teachers and educators.
2. Labor union organizers or leaders.
3. Writers, lecturers, newsmen, entertainers and others in the mass media field.
4. Lawyers, doctors and scientists.
5. Other potentially influential persons on a local or national level.
6. Individuals who could potentially furnish material financial aid.

During the course of the re-examination of the Reserve Index, those individuals falling within the above criteria for inclusion in Section A should be selected therefrom, handled in accordance with the above instructions and, thereafter, nominated for inclusion in Section A of the Reserve Index. Appropriate forms for this purpose will be forwarded all offices in the immediate future. Attached to the form recommending the inclusion of the individual's name in Section A of the Reserve Index should be a succinct summary setting forth the basis for your recommendation. If no further investigation is warranted in the case at this time or if no report is accompanying the recommendation, a statement to that effect should appear on the page containing the succinct summary.

Investigations of individuals listed in Section A of the Reserve Index are to be brought up to date annually, and they are to be considered for Security Index status or retention in the Reserve Index. As a minimum, the previously mentioned investigative steps will be taken, including the submission of reports in the event additional subversive data is developed. Changes in residence and/or employment should be submitted to the Bureau on forms to be furnished the field in the immediate future. The administrative handling of the reopening of these cases should be similar to that in the case of annual reports in Security Index cases.

Section A of the Reserve Index will be maintained in the field and at the Seat of Government in the same manner as our Security Index except that this Index will be maintained only alphabetically. A copy of the Index will be relocated away from headquarters city in the same manner as the Security Index and at the same location. To avoid confusion with the Security Index, however, distinctive colored cards and forms used in connection therewith will be utilized.

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SECTION B

Section B, containing the names of the remaining individuals included in the Reserve Index, will be maintained in the field in the same manner in which the Communist Index is now being maintained.

Upon the deletion of a subject's name from the Security Index based upon the application of the Security Index criteria, it will be necessary to consider whether his name should then be placed in Section A of the Reserve Index. If his name should so be included, submit an appropriate recommendation. If the facts do not justify the inclusion of his name in Section A, the canceled Security Index card should be filed in Section B in accordance with current practice.

Standards for Inclusion of Names in the Reserve Index

The standards for inclusion of individual's names in the Reserve Index were discussed at the Internal Security - Espionage Conference composed of representatives from certain field offices and Bureau supervisors and officials held at the Bureau on June 9-10, 1960. The Conference recommended revision of our present standards for the inclusion of individual's names in the Reserve Index to insure that it fully represents a list of individuals who should be considered for investigation and/or other action following apprehension of our Security Index subjects. The revised standards follow:

1. Membership in a basic revolutionary organization subsequent to January 1, 1949, together with some indication of sympathy or association with such an organization or a subversive front organization subsequent to the reported membership and no reliable evidence of defection.

2. Investigation has failed to substantiate allegations of membership in a revolutionary organization within the past five years, coupled with some evidence or information indicating activity, association or sympathy for the subversive cause within the same period, and no reliable evidence of defection.

3. The individual, within the past five years, by his associations, writings, financial support or conduct in relation to and support of subversive organizations or the international communist movement is in a position to influence others at the time of a national emergency and no reliable evidence of defection.

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4. Leadership or substantial activities in a major subversive front group over three years ago, together with some evidence of continuing activity, association or sympathy for the subversive cause within three years and no reliable evidence of defection.

5. Membership in a subversive front organization within the past three years and no reliable evidence of defection.

It is not desired that a wholesale review of closed security cases be conducted in efforts to identify additional individuals whose names should be included in the Reserve Index under the revised standards. However, such names should be added as the cases come to the attention of Agents handling security work.

Very truly yours,

John Edgar Hoover

Director

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